TREASURY NEWSLETTER

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IMPROVED SERVICE FROM ACCOUNTS PAYABLE

We have changed various functions within the department in order to take full advantage of the new Financial Information System.

We have centralized our resources to answer your inquiries. For information regarding payments to suppliers, the number to call is 4930 and for expense reports, 4921 or 4944.

In Mich Trapid's absence (Mich is a new mother), Lynn Northrup will be acting as Travel Coordinator.

Help us help you

We have noticed a number of disappointed individuals who arrive in Treasury, only to discover that the person they had hoped to meet with is out of the office. A quick call to us, prior to arriving, is all that is needed to ensure that someone will be available to help you.

RESEARCH AND SPECIAL FUNDS

We have realigned responsibilities for some funds so that we can be more responsive to your needs. Please contact the following individuals if you require assistance with your account.

4922	Heather Endre	General inquiries, expense reports, internal research grants (i.e., Accts RO/20/I...)
4929	Sharon Higgins	NSERC, SSHRC
4945	Emily Karakul	Contracted research
4933	Cameron Tilson	MRC, agency, trust accounts
4928	Audrey Van Slyck	FCAR, miscellaneous research grants, leave research grants
4922	Karen Davies	Ledger inquiries
4981	Serge Bergeron	Endowment and scholarships accounts

If you wish to come by and see us, we would appreciate it if you would kindly call and make an appointment with the appropriate person(s).

MONTHLY FINANCIAL REPORTS

Printing problems have now been overcome and your financial reports will arrive by the 15th of the month following. Of course we are still available by phone to answer your inquiries if immediate current information is required.